

cc: Employee (2)

PND-TPE

DAM's Ofc

P #

TRAVEL ORDER

DEPARTMENT: Shops

DIVISION : AMD

OFFICE :

REF. No. MBTO-6018

DATE: 30⁰ct 1964

NAME (IN ENGLISH) E.M. Walsh		(IN NATIVE LANGUAGE)				
TITLE SPROP, Shops, AMD, TNN		IDENTIFICATION CARD/PAYROLL No.				
PURPOSE OF TRA/EL: Employee Annual Leave Travel for 1964						
ITINERARY: (LIST ALL STATIONS ON ROUND TRIP BASIS IF APPLICABLE.) TNN-TPE-HKG-TPE-TNN						
KIND OF TRANSPORTATION: Company Air (Subject load)		DATE OF TRAVEL: 2 Nov 1964 (ON OR ABOUT)				
ON ARRIVAL, REPORT TO:		FOR DUTY, REPORT TO:				
FAMILY TO ENTITLED TO TRANSPORTATION	NAME	RELATION	AGE	FROM	TO	BAGGAGE ALLOWANCE
	Nil					Standard
REMARKS: (TRAVEL ADVANCE LIMITATIONS, ETC.)				ANNUAL LEAVE DATES		TICKET VALIDITY
				11/11/64-21/11/64		3/12/64
				Compensatory 6/11/64-10/11/64		
APPROV/	SUPERVISOR	DEPARTMENT HEAD	DIVISION DIRECTOR	OFFICER	DIRECTOR OF PERSONNEL	PRESIDENT
	ORIGINAL SIGNED BY S. T. HIXSON	ORIGINAL SIGNED BY C. C. WANG	ORIGINAL SIGNED BY			
	CSHP	BY PERSONNEL MANAGER TAINAN	S. T. TANG			
DP'S (OR HIS DESIGNEE'S) APPROVAL IS REQUIRED FOR ALL EMPLOYEE TRAVEL EXCEPT ON COMPANY BUSINESS.						
CHARGE:		TOTAL NUMBER OF COPIES REQUIRED				
		A. 2 COPIES FOR ALL TRAVEL EXCEPT ON COMPANY BUSINESS ORIGINAL: FOR SURRENDER BY EMPLOYEE (OR DEPENDENTS) TO TICKET OFFICE IN EXCHANGE FOR TICKETS. COPY : FOR FORWARDING TO PERSONNEL DIVISION FOR "P" FILE.				
		B. 3 COPIES FOR TRAVEL ON COMPANY BUSINESS ORIGINAL AND 1 COPY : SAME AS ABOVE. ADDITIONAL SIGNED COPY: TO BE ATTACHED TO REQUEST FOR TRAVEL ADVANCES OR TRAVEL EXPENSE REPORT.				

PD-12 R6

 APPROVED FOR
 RELEASE DATE:
 24-Aug-2010